**Sample SOP/SOG #1**

**TITLE**: **Vaccination for all EMS and fire personnel including administrative and support staff**

**PURPOSE**

EMS and fire personnel are at risk of being infected with and transmitting SARS-CoV-2 in any workplace setting. Transmission may impair the ability of EMS and fire agency to provide service. Vaccination of personnel is mission critical and should be supported. Vaccine hesitancy must be addressed to reduce the risk of COVID-19 transmission to persons. Use of peer support and local subject matter experts to help address fears and concerns among personnel is encouraged.

**CONTENT**

1. All personnel will be provided the opportunity to receive a COVID-19 vaccine.
2. Personnel who are not yet vaccinated can contact [\_\_\_\_\_\_\_\_\_] regarding access to the COVID-19 vaccine.
3. Maintain records of vaccination to ensure a safe working environment and advise EMS and fire personnel regarding the potential need for revaccination or boosters.
4. The agency supports partnerships with peer support and healthcare providers to address questions or concerns related to vaccine safety and address concerns about vaccine hesitancy.

**APPROVAL**

This SOP/SOG is authorized by:

Signed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date of Approval: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Title: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_